



# COUNTY OF LOS ANGELES

## DEPARTMENT OF HUMAN RESOURCES

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**MICHAEL J. HENRY**  
DIRECTOR OF PERSONNEL

April 11, 2006

To: Each Supervisor

From: Michael J. Henry  
Director of Personnel

Subject: **RECRUITMENT FOR DIRECTOR OF (REGIONAL) PLANNING**

The filing period for the position of Director of (Regional) Planning closed on April 10, 2006. A total of 33 resumes were received and seventeen (17) candidates meet the Minimum Requirements (MRs). Two (2) of the candidates who meet the MRs are from the County of Los Angeles, Department of Regional Planning.

We are currently conducting an in-depth evaluation of the resumes of the candidates who meet the MRs. We will then begin the process of scheduling a meeting of a Qualifying Screening Panel, consisting of the Chief Administrative Officer, the Director of Personnel, and one subject matter expert. This panel will identify the more highly qualified candidates who will subsequently be interviewed by an Assessment Panel.

The Assessment Panel, consisting of at least two (2) subject matter experts, and an executive familiar with Los Angeles County government, will conduct assessment interviews to determine the most highly qualified candidates. Upon completion of the oral assessment interviews, we will provide each Supervisor with a list of names and resumes of the most highly qualified candidates in early June 2006, and simultaneously commence background and reference investigations. We will also work with the Executive Officer to schedule a Closed Session for your Board to interview the most highly qualified candidates.

If you have any questions, please call me.

MJH:ADC  
PS:LH

c: Chief Administrative Officer